

BEST PRACTICE 1

Title of the Practice: Administration at Fingertips

Objectives of the Practice: This is the era of Administration at fingertips through e-Practices/e-Governance/e-Communication/e-Academics etc. To fulfill the Vision of administration at fingertips and eco-friendly E Management for 'Save paper, Save trees' Rishi Bankim Chandra College for Women adopted paperless administration in the following areas for conduction of smooth and fast Administrative activities:

(a) Functioning of Administrative Activities through college website & student app

- (b) Financial Management through WBIFMS & PFMS
- (c) Student Admission & Transfer Certificate issuance through separate Admission portal
- (d) Student data Management through ERP software

(e) Student Support Systems including Scholarship verifications through institutional login in other portals

(f) Student progress/course outcome attainment through separate portal

(g) Student coaching for entry into the services through web portal

(h) University Registration & Enrolment for Semester end Examinations through student login in college portal

(i) Recording of Internal and Practical Marks through faculty login in University portal

j) Learning Management System (LMS) provides e-learning materials from any part of the world

k) Installation CCTV to provide security and surveillance solution at our campus students, staff people and public.

l) Installation of Mass SMS Software.

Context:

This is the only girls' college in the locality and serves a huge hinterland and students come from diversified social and economic background. So it is necessary to adopt and transform e resource for all.

Practice:

The objectives are executed in different ways-

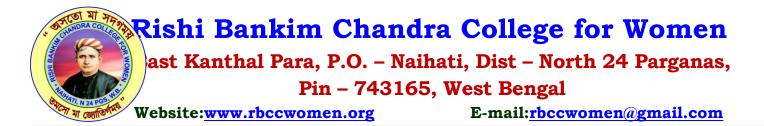
*Fully online Admission Portal.

*Financial Management through HRMS, IFMS, E-PF.

*University registration and Enrolment for semester and Examinations through student login in college portal.

*Administrative Communications through college website.

L Hukhopadhyay Principal R.B.C. College For Women Naihati. North 24 Parganas



*Enrich student support system through E-Feedback, Student Dashboard-Grievance.

*Student scholarship verification through institutional login.

*Institutional cloud storage to support all the stakeholders.

*Blended learning method (online, offline, smart classes) for both regular and value added and add on courses.

*Digitization of library (KOHA on cloud for library automation, Web OPAC, D Space Software for internal repositories, FID for security checking)

*Learning Management System (LMS) provide E-learning materials to all from any parts of the world.

* Installation of G Suite from the session 2022-23

Evidence of success:

Smooth functioning of Administration in all the above mentionedfields through college website, online admission portal, use of electronic media, smart classes in teaching-learning and evaluation methods and above all accustomisation to the e- mode for all stakeholders are the records and evidences of success.

Services	Through Media	Beneficiaries
Executed		
College	https://rbccwomen.org/	All Stakeholders
Website		
Admission	https://wbcap.in/	Students
Portal		
Student's	https://erp.rbccwomen.in/StudentPortal/Login	Students
fees	.aspx	
Payment		
WBIFMS	https://www.wbifms.gov.in/	Staff Members
E-Feedback	https://rbccwomen.com/feedback_system/	All Stakeholders
E-	https://erp.rbccwomen.in/StudentPortal/Login	All Stakeholders
Grievance	.aspx?AspxAutoDetectCookieSupport=1	
College	https://www.facebook.com/profile.php?id=61	All Stakeholders and alumnae
Facebook	560119908588&mibextid=LQQJ4d	
Mass SMS	https://portal.commutool.com/#/dashboard	Present students and staffs
Software		
College	https://rbccwomen.org/index.php?option=co	Faculty members and scholars
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Summary of Evidences of Success:



Rishi Bankim Chandra College for Women ast Kanthal Para, P.O. – Naihati, Dist – North 24 Parganas, Pin – 743165, West Bengal

Website:<u>www.rbccwomen.org</u>

E-mail:rbccwomen@gmail.com

	Digital Library	
1.	E-Learning Platform Action 1 e-PG	https://epgp.inflibnet.ac.in
	Pathshala	
2.	e-content courseware in UG subjects	https://cec.nic.in/cec
3.	National Digital Library	https://ndl.iitkgp.ac.in
4.	West Bengal Secretariat Library	https://ndl.iitkgp.ac.in
5.	West Bengal Public Library Network	https://www.india.gov.in/websi
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		network-kolkata
6.	South Asia Archive	https://www.loc.gov/item/lcwa
		<u>N0018836</u>
7.	CEC-UGC YouTube Channel	https://www.youtube.com/chan
		nel/UCA7OQkX9AEIVQ6j9i0
		OSQhA
8.	NPTEL (National Program on Technology	https://nptel.ac.in/
	Enhanced Learning)	
9.	Directory of Open Access Books	https://www.doabooks.org/
10.	Directory of Open Access Journals	https://doaj.org/

Limitations Faced:

*Frequent power cut and interruptions in internet services

*Financial and mental constraints of students accepting the E-Management System.

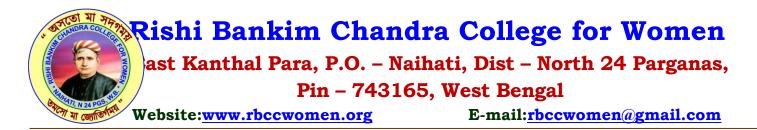
*Frequent changes in mobile numbers and change in mail id of the students.

*Lack of mobile and computer for each student.

Resources Required:

- Funds from the Government and Non-Governmental level that helps the economically backward students to receive proper electronic devices like computer, smart phone pen drive etc.
- Proper training from the professionals to upgrade technical skills of all the stakeholders of the college.





BEST PRACTICE 2

Title of the Practice: <u>Empowering Excellence and Holistic Student Support throughStudent's Profile</u> <u>Mapping.</u>

Objectives:

Allowing students to grow and learn.

Analyze students' profile and the progression pattern.

Empowering students' welfare through participatory management programmes.

Focus on knowing each student by providing them all sort of mental, physical, financial support.

Practice:

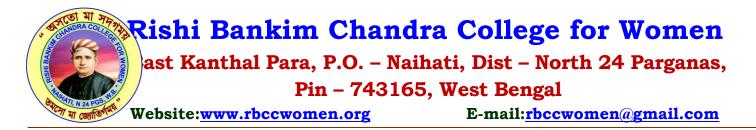
The College facilitates all of our students to avail several state and central government scholarships schemes. The Kanyashree Scheme, a flagship project of the Government of West Bengal, ensures financial security of the female students. Apart from this scholarship for the minority students and the SVMCM Scholarship based on merit are availed by a huge no. of students.

Recognizing the financial challenges that students may encounter, Rishi Bankim Chandra College for Women has established some financial welfare programmes including freeship, half freeship and providing other financial help to the students. This initiative addressed the needs of economically challenged students by providing fee waivers based on their financial circumstances. Over the years huge no. of students have benefitted from this inclusive approach, ensuring that deserving students can pursue education without financial constraints. Despite the challenges posed by the pandemic, the impact of the programme has been sustained, reflecting its resilience and significance.

Ensuring students' welfare through cultural and other supportive activities.

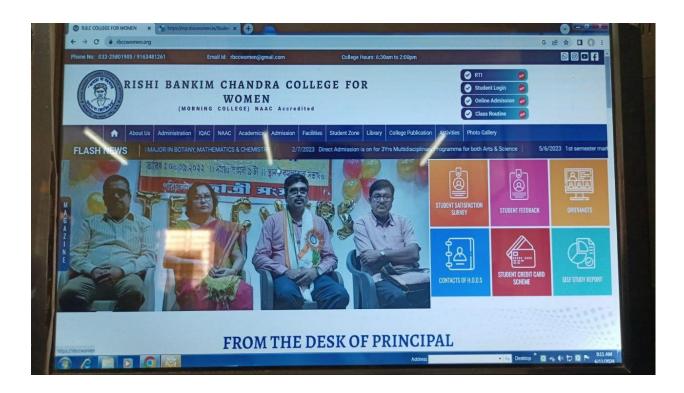
Students' Profile help in understanding the demographically and educationally challenged conditions of the candidates applying to the college. It also helps to find out their aptitudes and talents in specific fields ranging from their ability to process information, to communicating patterns, to their intelligence score. The students' profile mapping starts with individual student's personal details including name, semester/year, subject combination and family condition. Many of our students are the first-generation learner, so it is necessary to get a proper view of student's profile to analyse the nature of improvement.





E- MANAGEMENT

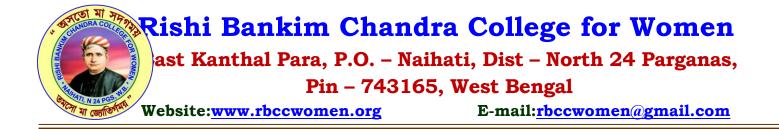
Interface of the College Website: https://rbccwomen.org/



Interface of Official mail of Rishi Bankim Chandra College for Women: rbccwomen@gmail.com







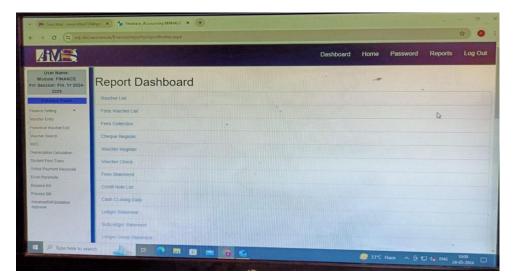
Student Admission Portal of Rishi Bankim Chandra College for Women:

https://wbcap.in/

Link for Admission Promotional Video: https://youtu.be/vOftbNKxtI4?si=fknVrmNQZF1_yiEu

Interface of College Finance

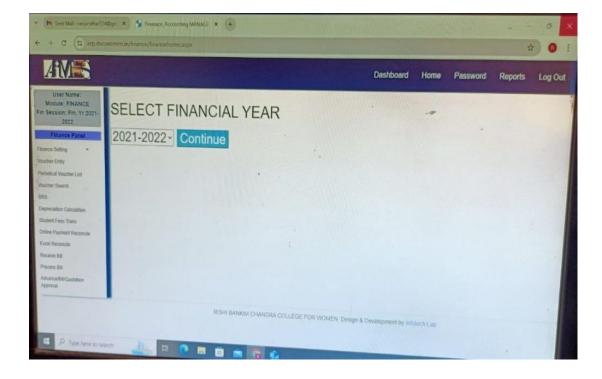
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Rishi Bankim Chandra College for Women ast Kanthal Para, P.O. – Naihati, Dist – North 24 Parganas, Pin – 743165, West Bengal Website:<u>www.rbccwomen.org</u> E-mail:<u>rbccwomen@gmail.com</u>

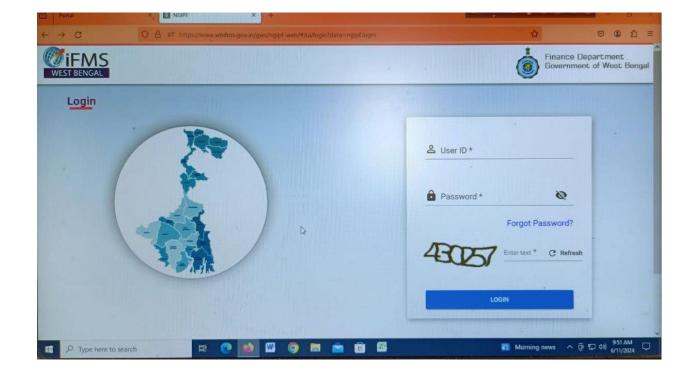
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			PISSWORD UPDATE	LOGOUT	







PFMS Portal







Interfaces of WBIFMS Portal

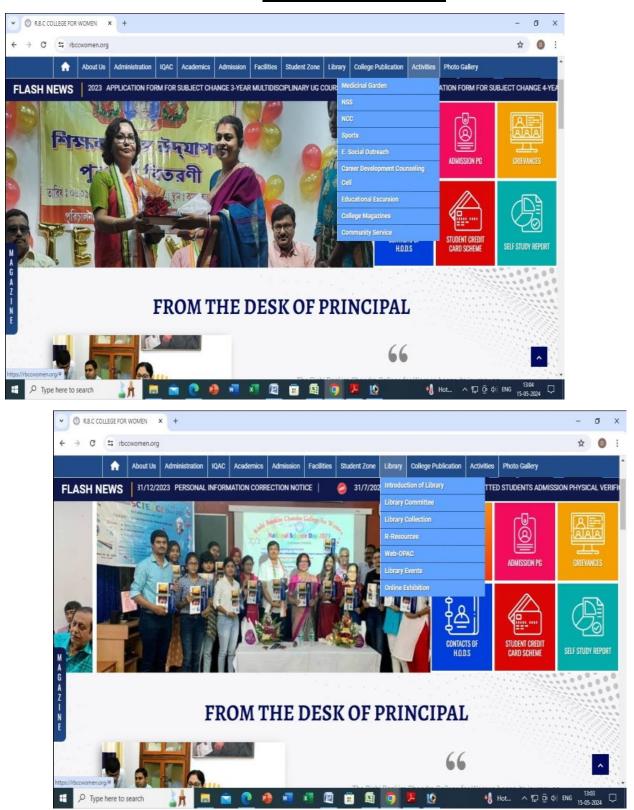








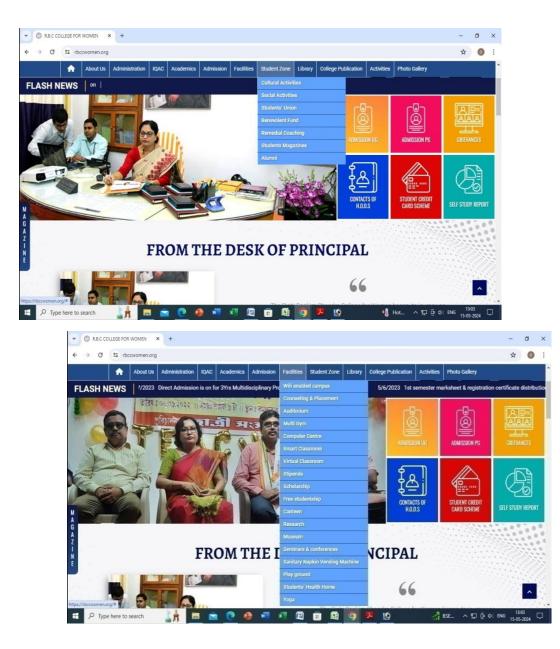
COLLEGE WEBSITE



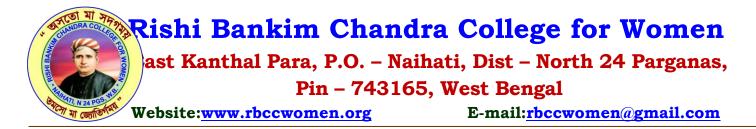




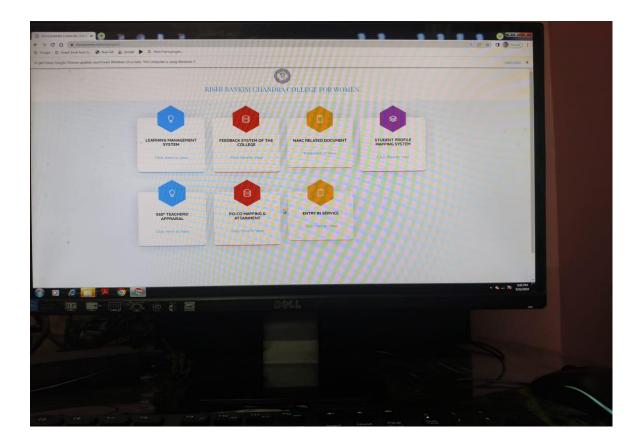
COLLEGE WEBSITE







USER INTERFACE FOR NEWLY INTRODUCED SOFTWARE





Rishi Bankim Chandra College for Women ast Kanthal Para, P.O. – Naihati, Dist – North 24 Parganas, Pin – 743165, West Bengal

Website:www.rbccwomen.org

E-mail:<u>rbccwomen@gmail.com</u>

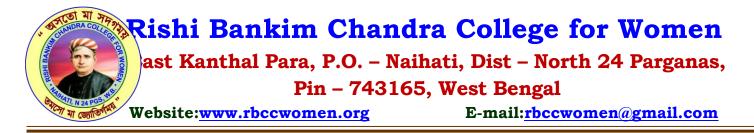
VIRTUAL CLASSROOM

The college has a Virtual Classroom on the 3rd floor of Vidyasagar Bhaban, where we have facilities for our students, since 2017. This is an **Onlinne Learning Environment** that allows the teachers and students to communicate, interact, collaborate, and explain ideas. The Department of Bengali, Sanskrit, English, Philosophy, Political Sciences, Geography, Chemistry. etc., frequently use this platform to provide their courses as per syllabus. This is more student-friendly and time-saving than power-point-presentation. Teachers can take instant live -presentations through a projector and online white board with the help of a Stylus. Teachers can also use Screen share to show the students further information in regards to the topic being shown. Taught classes can be recorded, links to which are shared with students respective WhatsApp group or the teacher 's personal YouTube channels which are backed by our college. The target difference between our Virtual Classes and Other Online Courses is that one is hosted live while the other is or Pre-**Recorded**. We intend to use Virtual Classes to interact with students. The students can ask to our teachers their questions and get instant answers or feedback. Meanwhile, the interaction level between students and our teachers is wonderful during Virtual Classes. This helps to track student's progress, even, keep them actively engaged and motivated. After all, live classes with some online tools, can provides a Synchronous and more Interesting learning experience for students and it helps our students to make attachment with our Faculty after **COVID** pandemic. At the end of the day, in blended mode of learning process, we are using Virtual Classess to acquire knowledge more productively.















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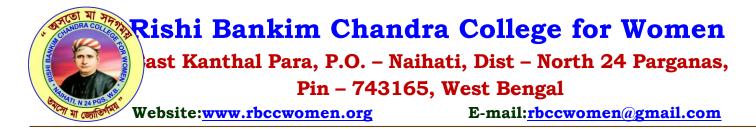
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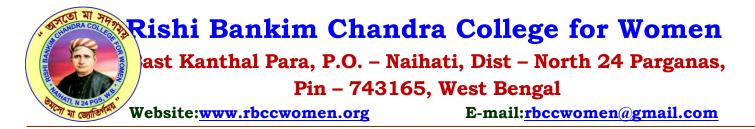
COLLEGE INTERNET FACILITIES(OFFICE)



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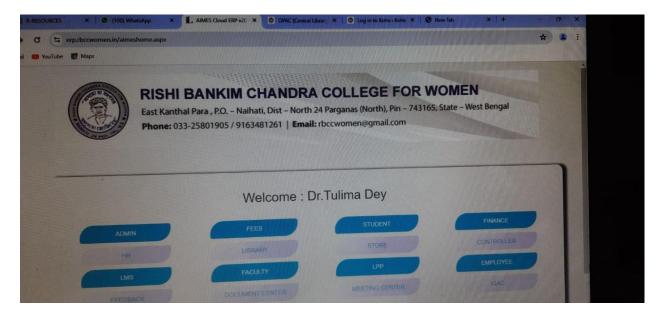




DIGITAL LIBRARY

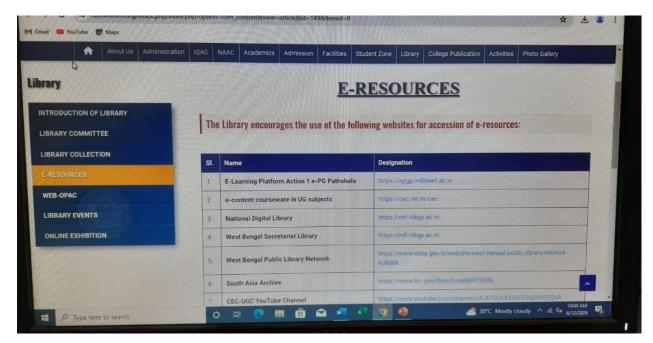
Interfaces of ERP software Rishi Bankim Chandra College for Women:

https://erp.rbccwomen.in/

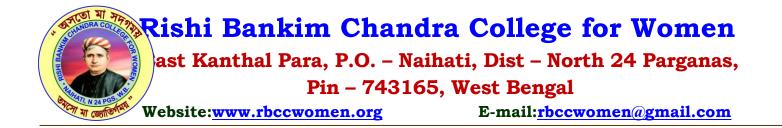


Interfaces of E-Learning Resources in college website:

https://rbccwomen.org/index.php/index.php?option=com_content&view=article&id=149&Itemid=0







Student Portal Fees payment and enrolment portal

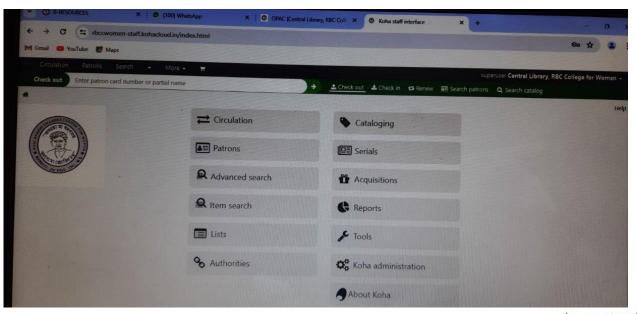
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LMS Portal

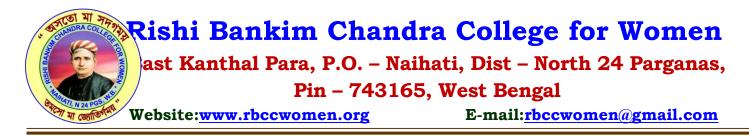
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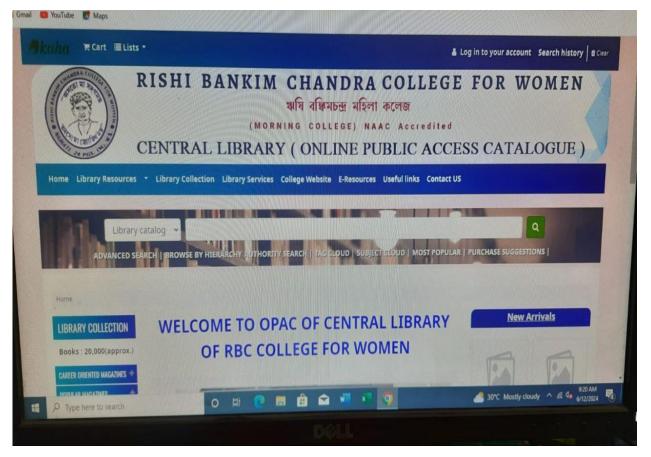
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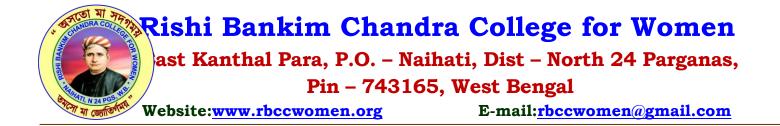


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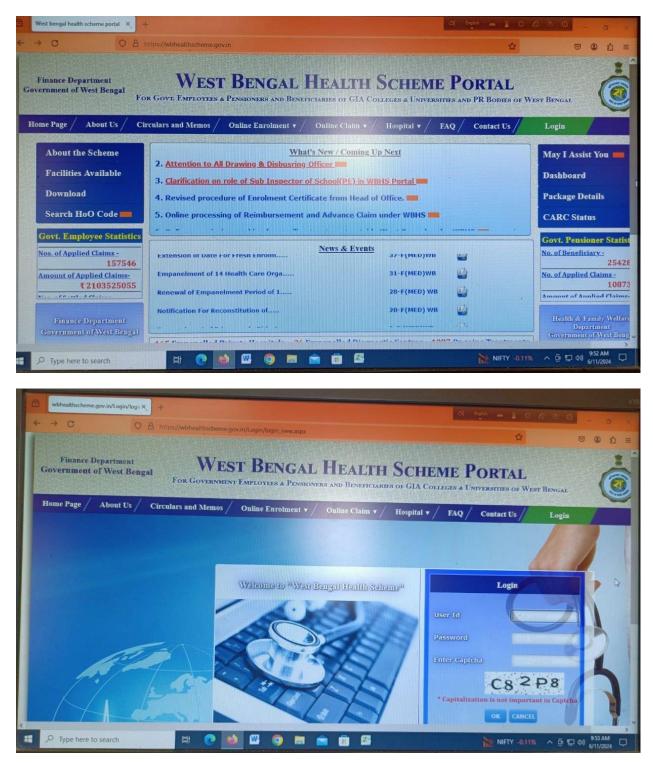






HEALTH SCHEME PORTAL

West Bengal Health Scheme Portal



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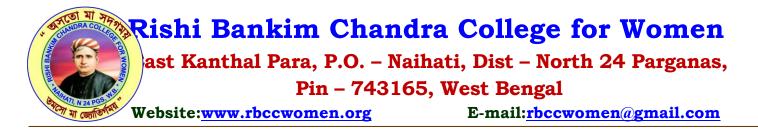


MASS SMS SOFTWARE

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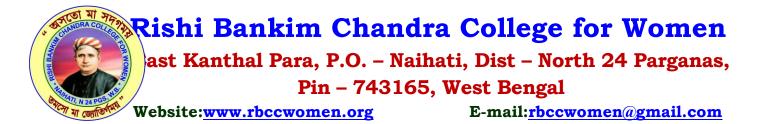
ICT TEACHING











STUDENT PROFILE MAPPING

Objectives:

To determine the abilities of students in an objective and quantifiable manner and identify the slow and advanced learners so that appropriate support can be provided by the institution.

The Context:

Students often face diverse challenges with respect to their skill attributes: while some may belong to economically backward families and have access to limited resources; some may be intellectually bright or slow irrespective of their economic status; others may have different skills, emotions and behavior. A systematic assessment of these attributes of the students may help in providing an insight into their strengths and weaknesses. The profile mapping exercise enables the institution to hone the students' strengths and overcome their weaknesses.

The Practice:

- Students need to login with their login ID and password and answer an online questionnaire.
- Scores on 'General Quotient (GQ)' and 'Empowerment Quotient (EQ)' are calculated on the basis of the answers provided. The General Quotient comprises of Academic score, intelligence score and Knowledge score. The Empowerment Quotient assesses different types of abilities. It also makes a comparison of the particular student in comparison with his/her peer group. Finally, a weighted average of GQ and EQ gives the final score, which represents the capability of the student.



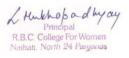


Website:www.rbccwomen.org

E-mail:<u>rbccwomen@gmail.com</u>

SPM Portal login Screenshot

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Ema rbccv	il: women@gmail.com			Activate Windows
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E-mail:<u>rbccwomen@gmail.com</u>

SPM Portal dashboard Screenshot

Welcome! Help us know you better by filling up the following details: "Name: NAMRATA DAS "Date of Birth: (dd / mm / yyyy) "Gender: "Caste:	
*Name: NAMRATA DAS *Date of Birth: (dd / mm / yyyy)	
*GenderSelect Y *Caste:	
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*College: Rishi Bankim Chandra Cc *Year.	Select V
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* What was the % of "What was the % of marks you scored marks you scored in School Final?"	
*Tell me about your living : *Give the details about your parents	5
Do you live in a house ofSelect Y Do your father earn steady income?	Select V
Do your family own a two wheeler or /lour wheeler?Select V Is your father pass Madhyamik / H.S ?	Select ¥
Do you have computer /Select Do your father have any life insurance policy?	Select ¥
Do your family subscribeSelect Do your father uses ATM card?	Select V
Do your house has electricity connection?Select Do your mother earn any income ?	Select ¥
Do your house have any sanitation/Toilet? Is your mother pass Madhyamik / H.S. ?	Select V
Do your family go for a trip or excursion once in 5Select Your mother have any Bank / Post - Office A/C ?	Select V
Do your house have any cable connection?	Select V

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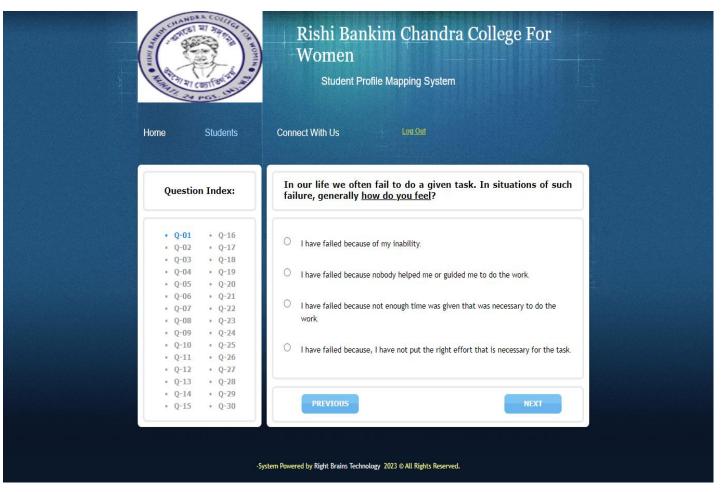
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SPM Portal questions Screenshot



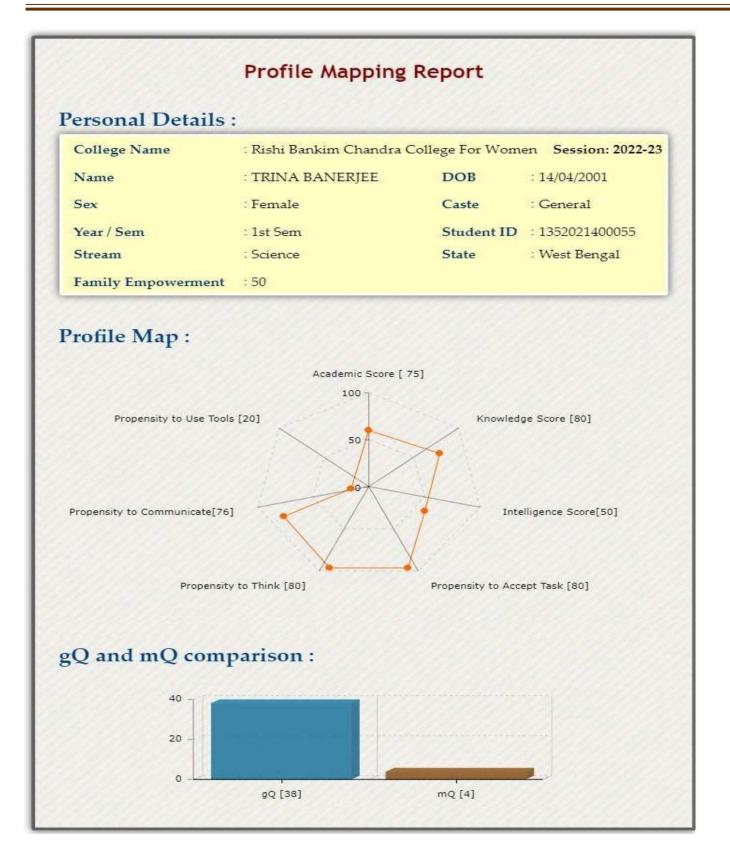


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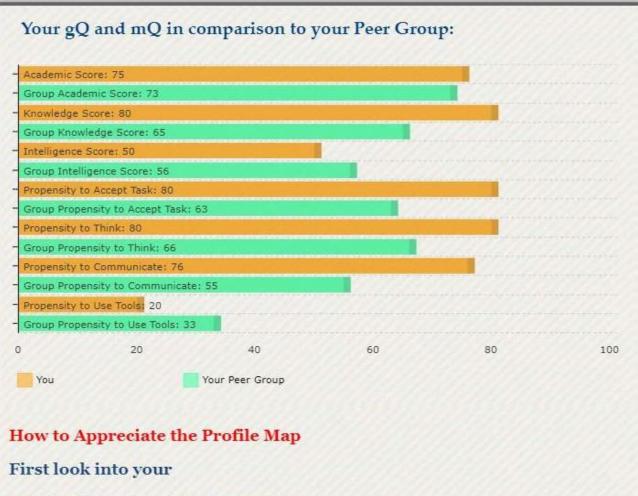


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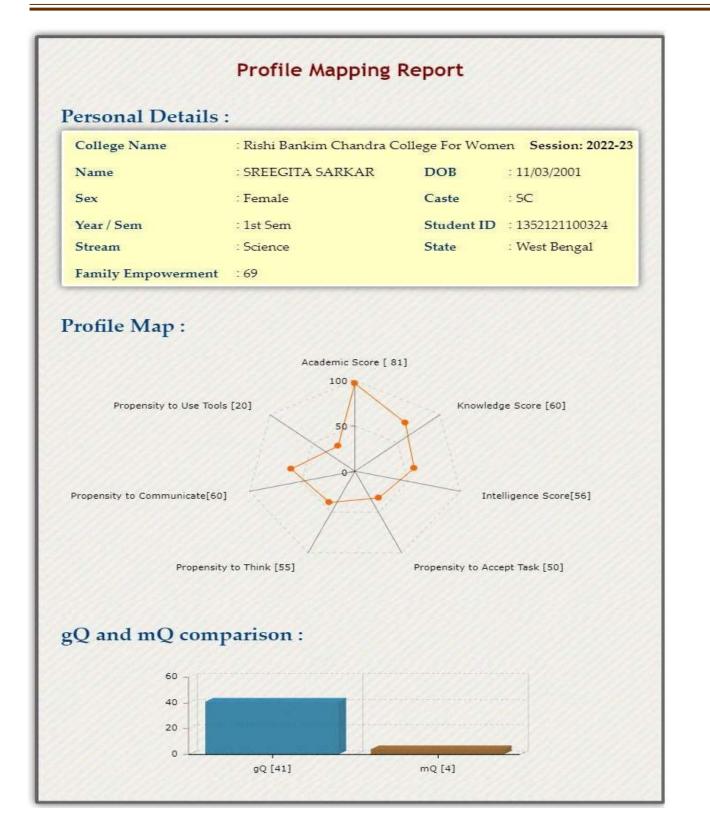
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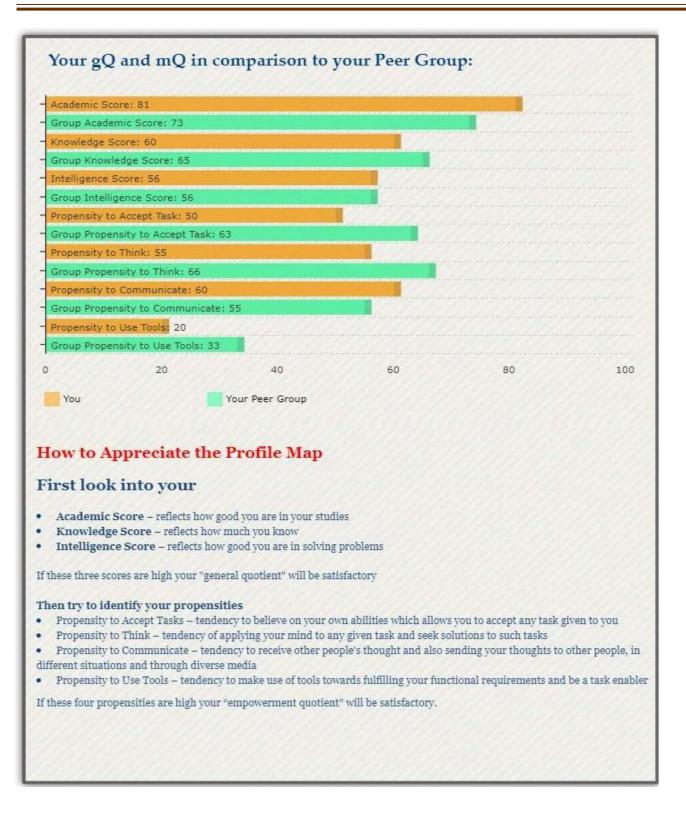
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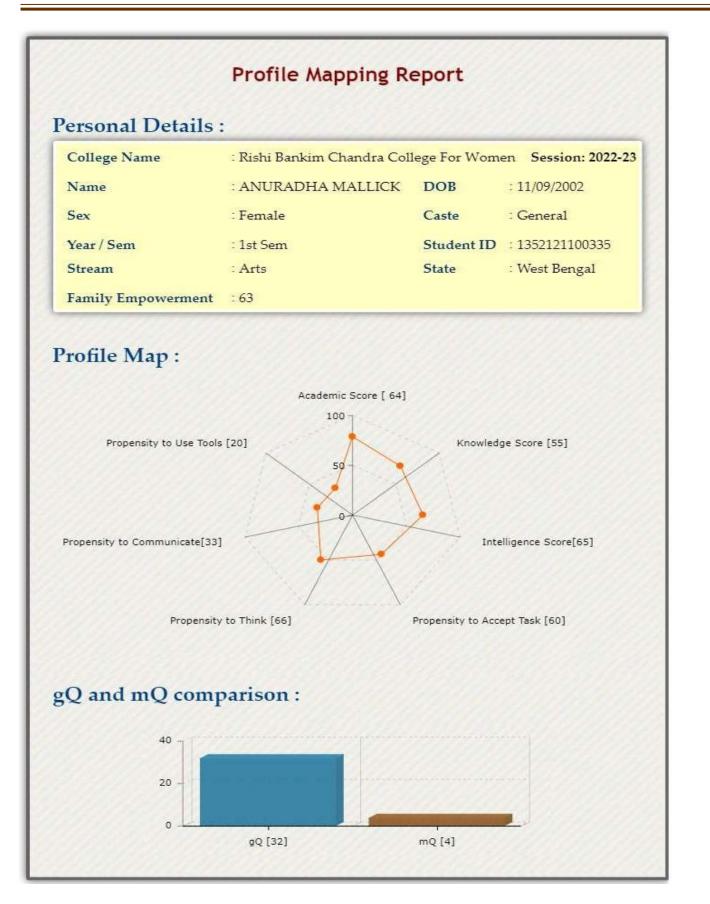
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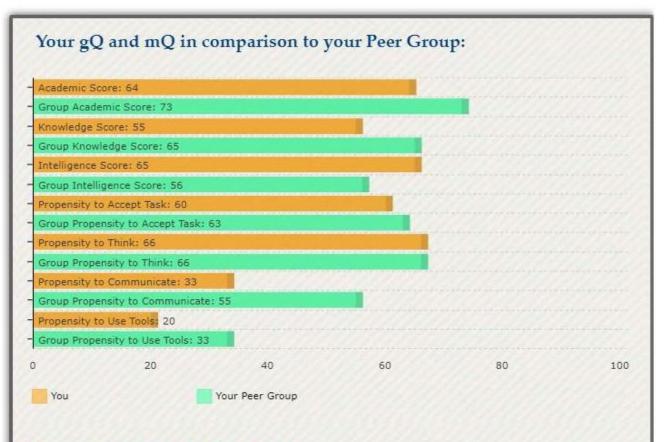




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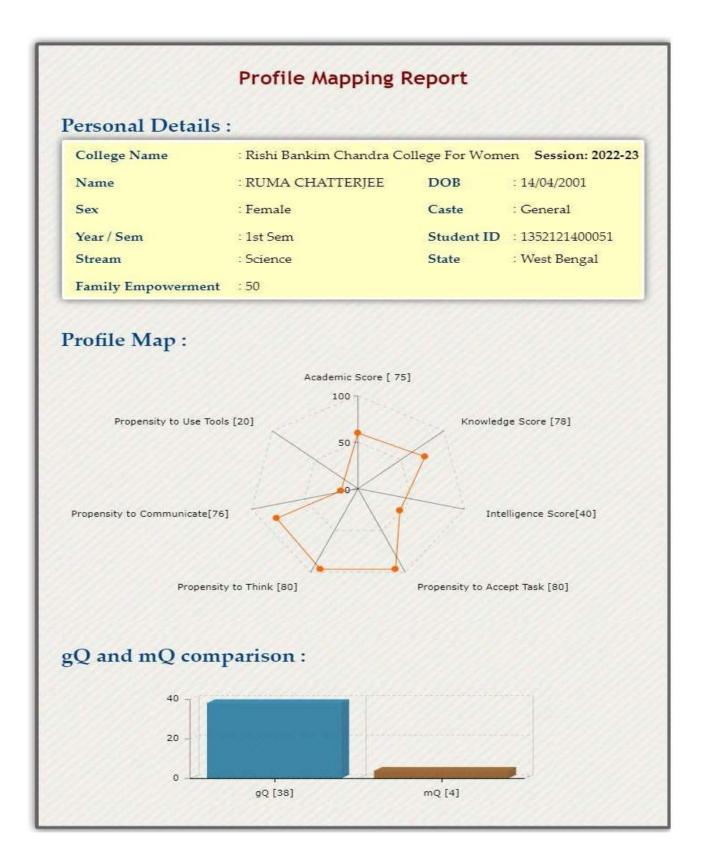
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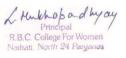
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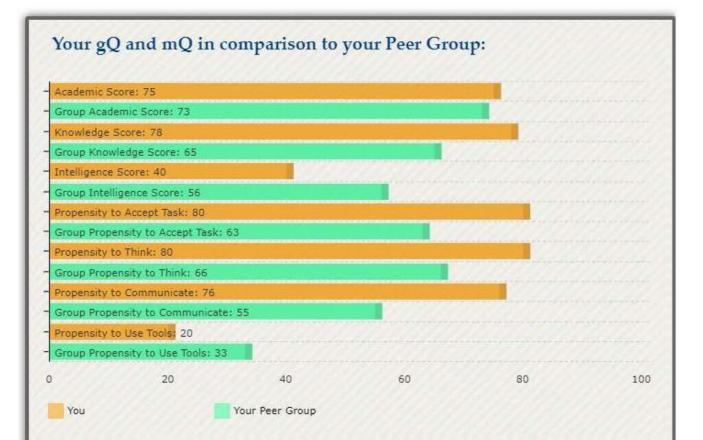




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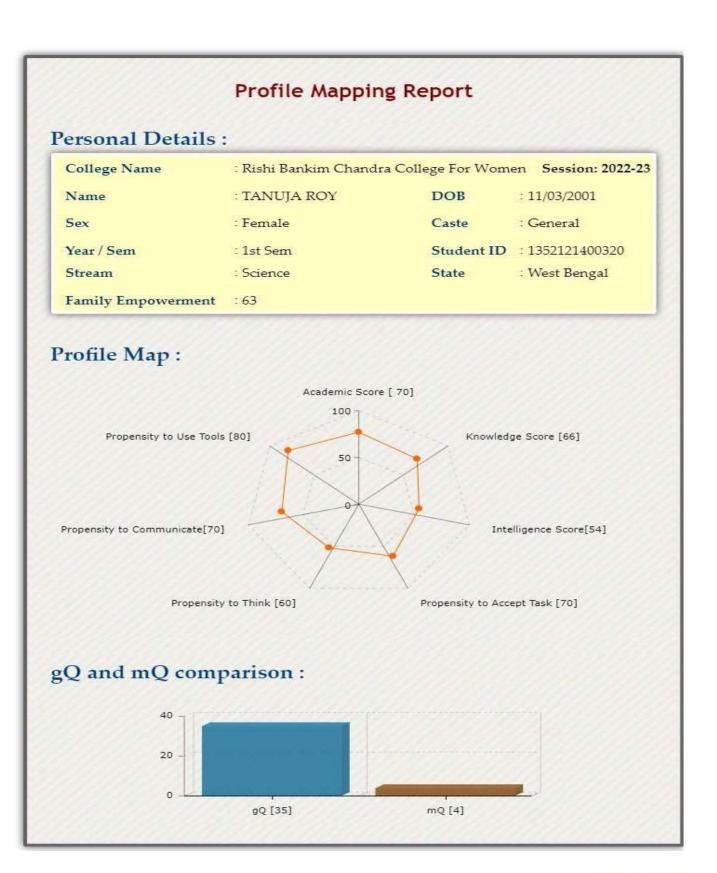
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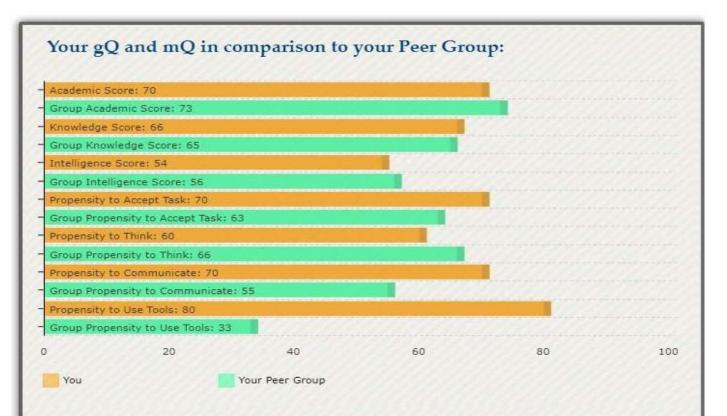




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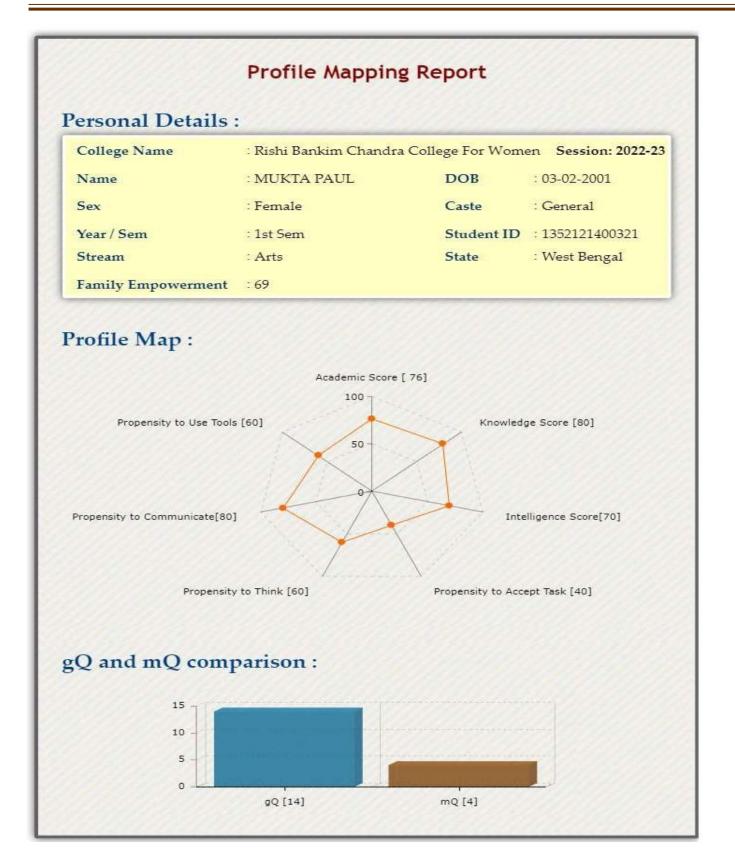
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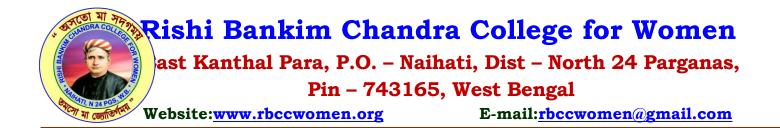
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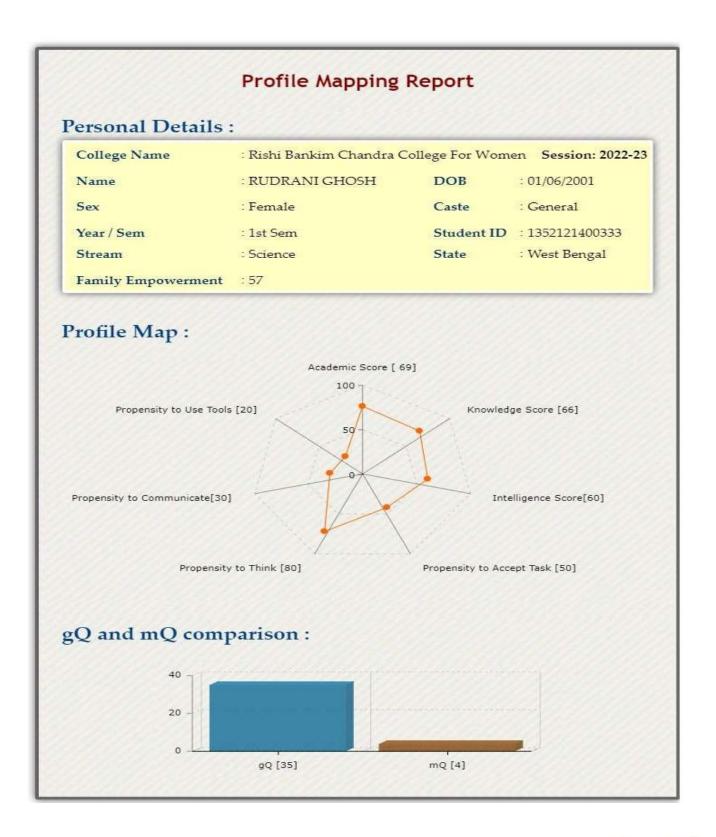


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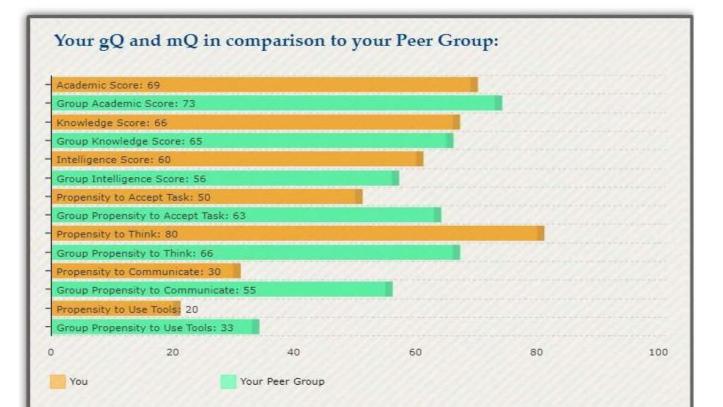




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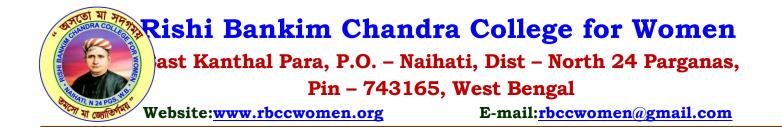
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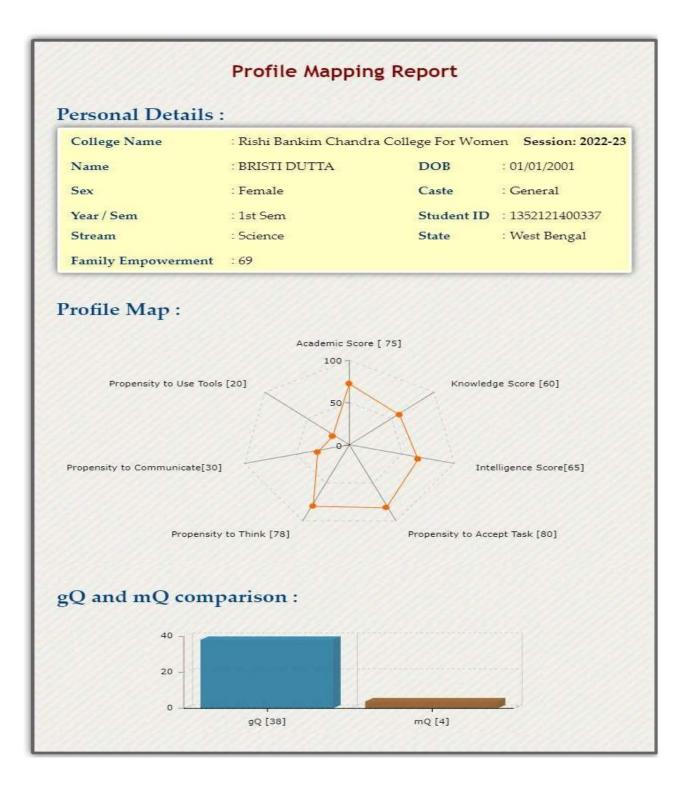
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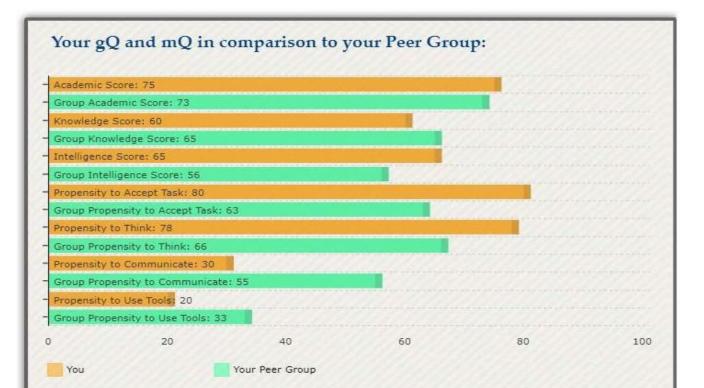
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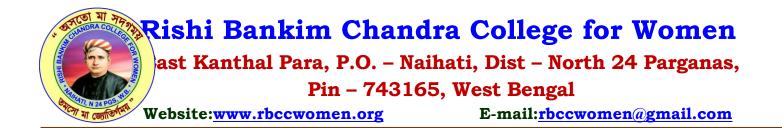
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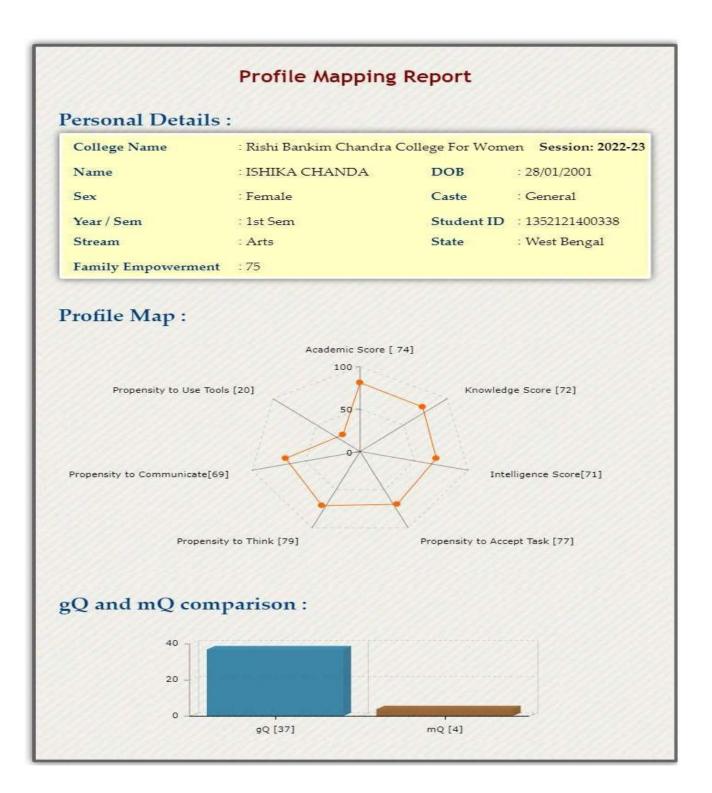
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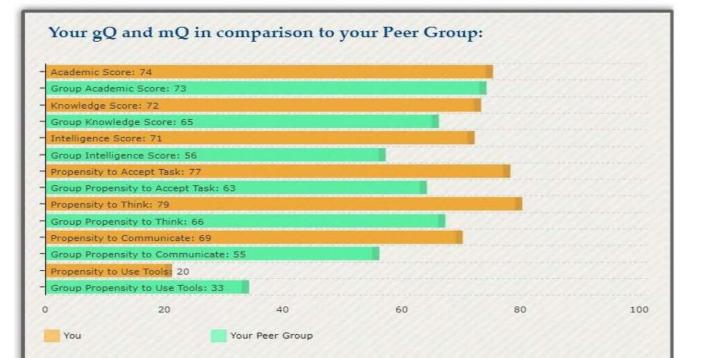








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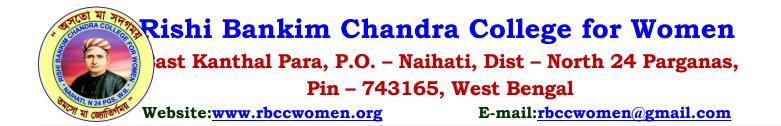
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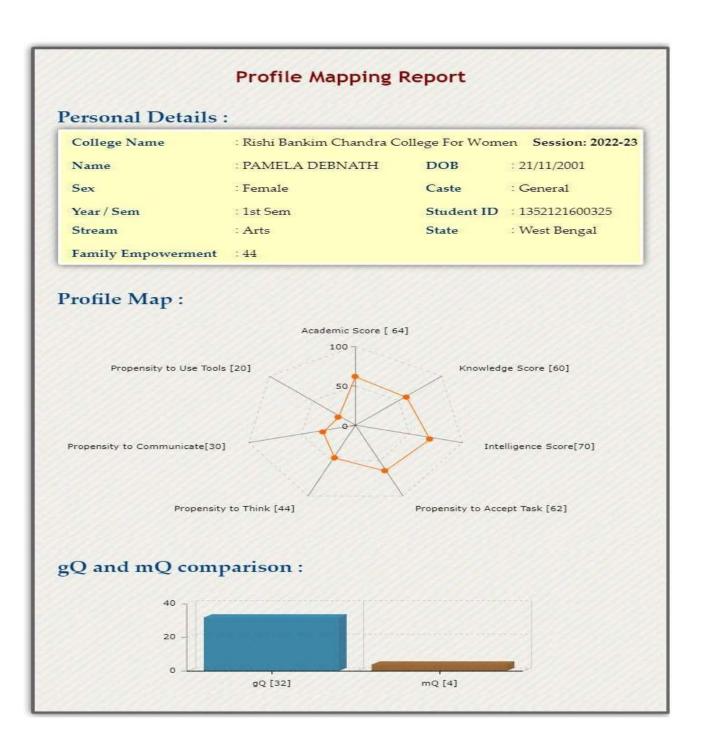
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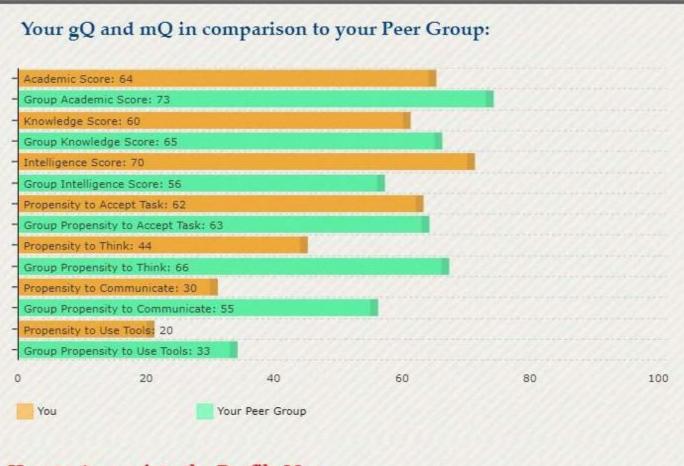


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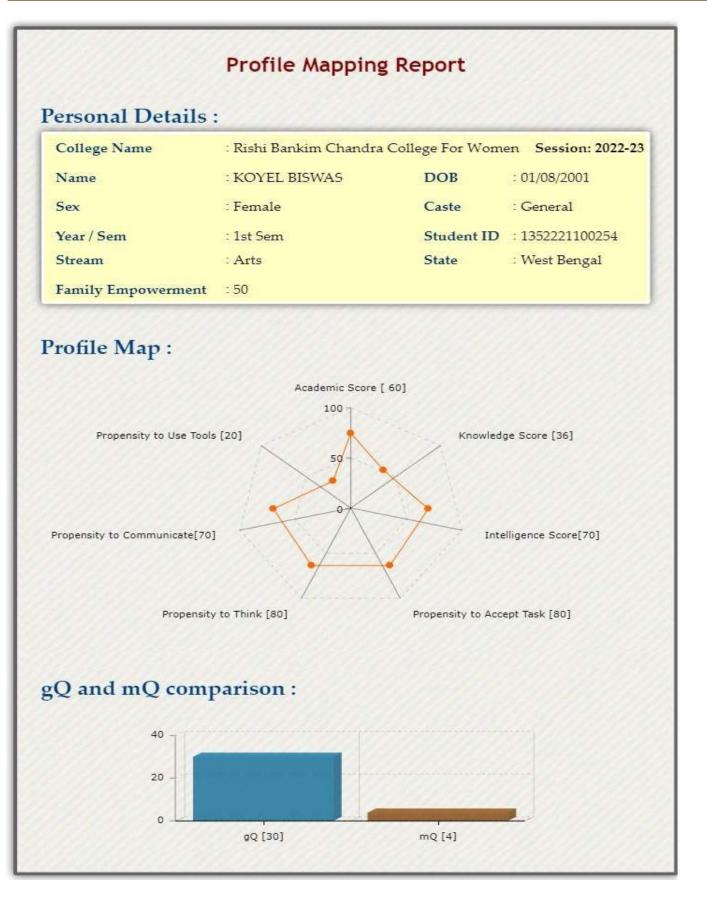
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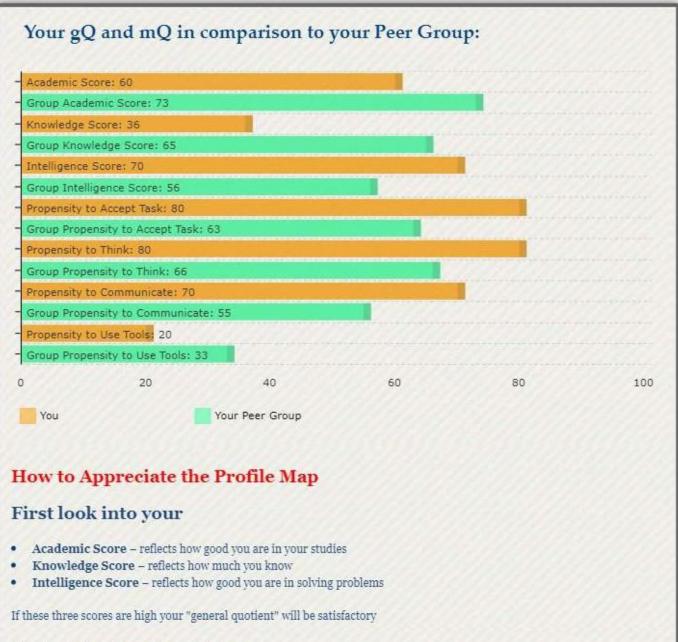


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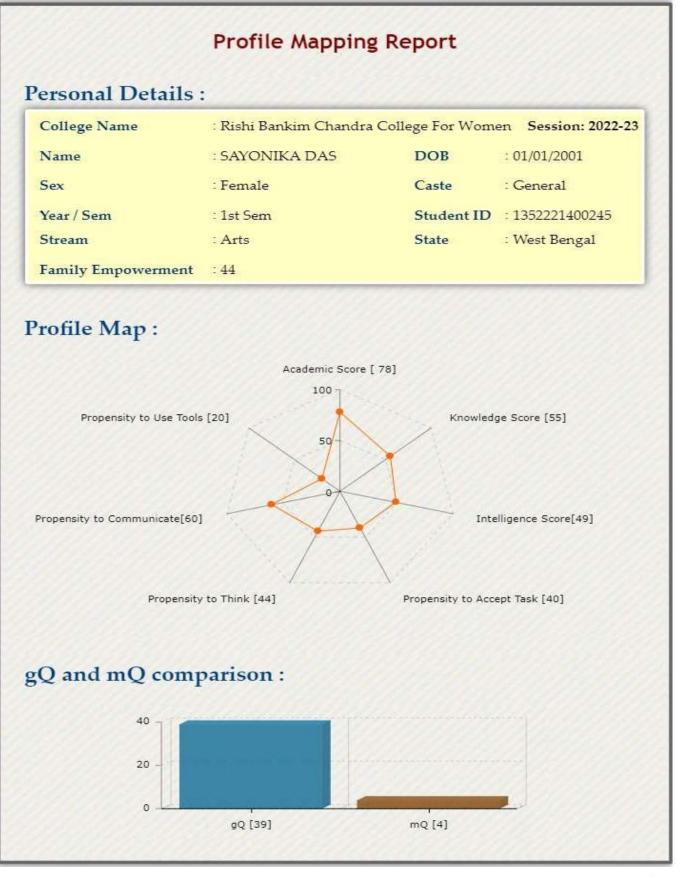
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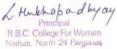
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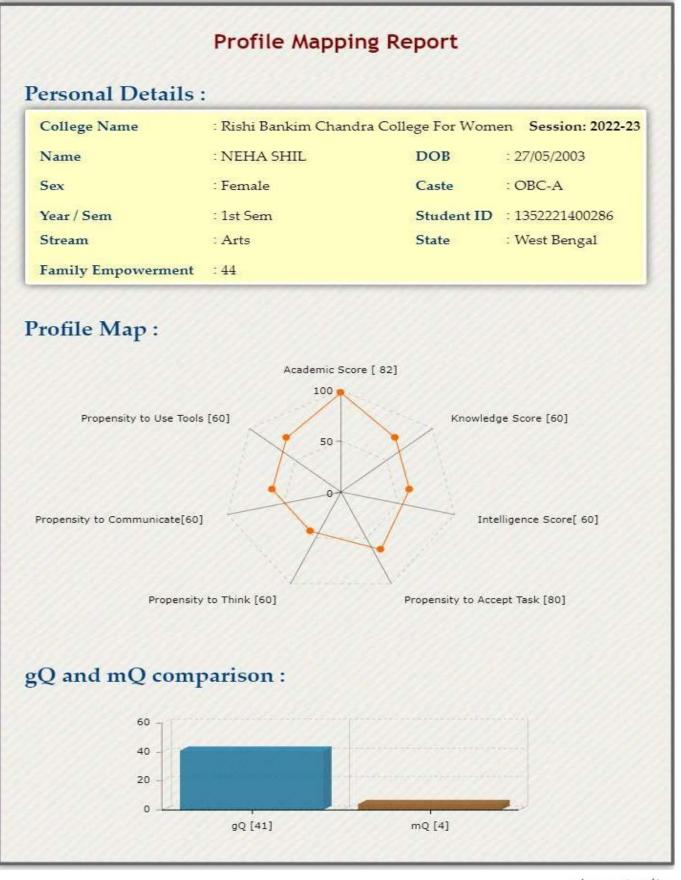
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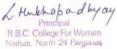
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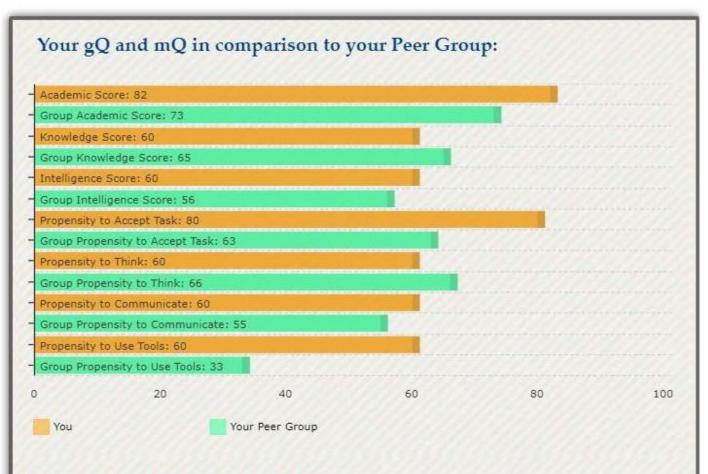


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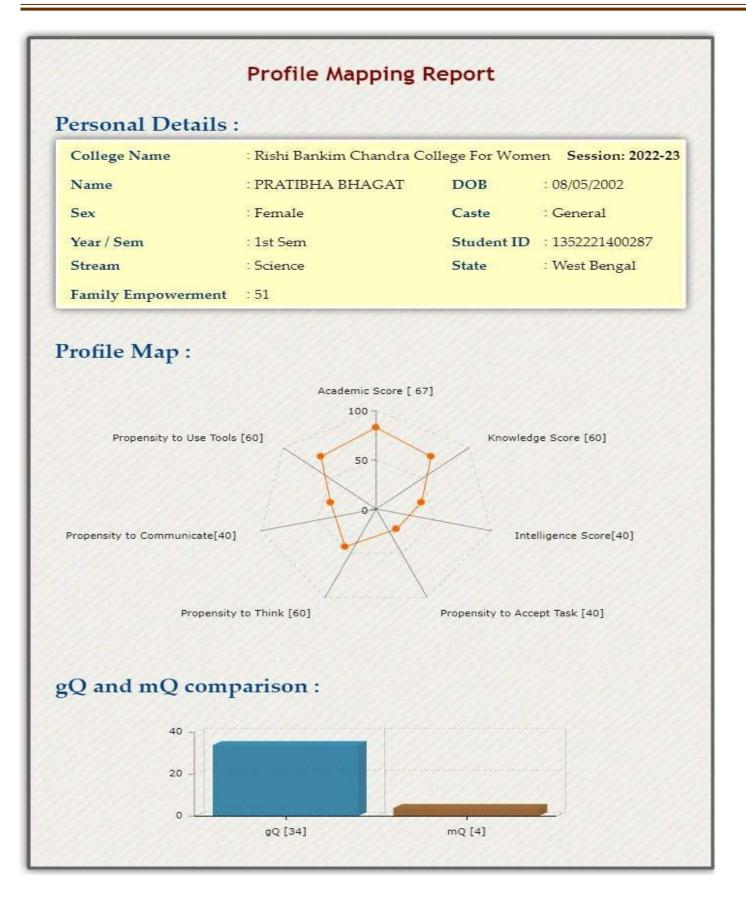
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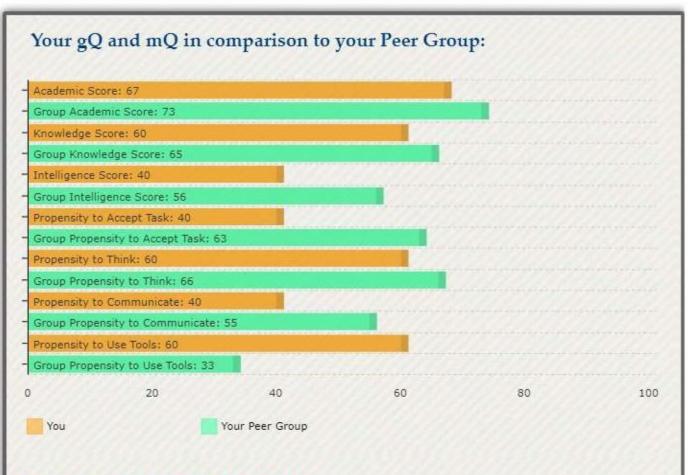


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